

City of El Paso Museums and Cultural Affairs Department  
**MUSIC UNDER THE STARS MUSIC FESTIVAL APPLICATION**  
2011 Season

## **INTRODUCTION**

Since 1983, the City of El Paso has provided an outdoor summer concert program known as **Music Under The Stars**, which is held at the Chamizal National Memorial Park.

## **PURPOSE**

To provide a complement of local and guest performers that represent a variety of musical genres with the intent of presenting El Paso residents and visitors with the best possible free summer concert programs. Along with local musicians and musical groups, the programs feature professional musicians of regional, national and international recognition.

The MCAD is committed to assisting in the development of El Paso's creative sector and to support access to arts and cultural activities for El Paso residents and visitors alike. Through the summer concert programs the MCAD provides free family-friendly entertainment to approximately 110,000 residents and visitors annually. **Music Under The Stars** presents music from a wide variety of cultures and artistic styles.

## **PROCESS**

The MCAD is currently seeking musical performers for the 2011 season. The line-up will include a diverse mix of performers that "bring the world's music to El Paso." The season will include a variety of rhythms, styles and musical influences.

The MCAD identifies performers by aggressively seeking out and recruiting professional regional, national, and international performers. The MCAD staff also participates in booking conferences, contact agents, and researches all recommendations made to the MCAD. **NOTE: At the time of contract execution, all international applicants must have appropriate visas for travel and work in the U.S.**

## **HOW TO APPLY**

Applicants interested in being considered for the 2011 Summer Concert Programs, must submit all of the following items:

1. Completed Participant Interest Form (**incomplete applications will not be considered**)
2. Summary of professional history and biographical information
3. Photographs (color and/or digital format preferred)
4. Demo CD; submit the best 90-second representation of your work
5. Schedule of upcoming performances
6. Booking fees and related costs
7. **Do not assume that the Review Panel will already be familiar with your organization or work.** Submit any additional materials that will help the review panel better understand the services provided by the organization; including news clippings, CD/DVD, or any printed promotional material
8. For applicants submitting CD/DVD, submit the best 90-second representation of your work; **No VHS, audiotapes or slides will be accepted**

## REVIEW PROCESS

All applications and all support materials will be reviewed by a selection panel of community stakeholders who will make recommendations to the MCAD for the 2010 Summer Concert Programs. All applications are evaluated according to the following criteria:

- Quality of support materials
- History and professional experience
- Ability to provide 90 minute music-set and access to instruments
- Evidence of professional reviews and critiques or recommendations
- Reasonable booking fees and related costs

## APPLICATION TIMEFRAME

Applications will be accepted by the MCAD beginning on September 6, 2010. **Incomplete applications will not be considered.** All applications and support materials due by 6:00 PM on **October 28, 2010**, or must be postmarked by the deadline date. **Hand-written forms will not be accepted.** The form is included in this booklet, and may also be downloaded from our website at [www.elpasotexas.gov/mcad](http://www.elpasotexas.gov/mcad).

## SEND INFORMATION PACKETS TO:

City of El Paso Museums and Cultural Affairs Department (MCAD)  
Two Civic Center Plaza, 1st Floor  
El Paso, TX 79901  
Attn: Summer Concert Programs

## NOTIFICATION TO APPLICANTS

**All applicants will be notified in December 2010 of the status of their request.** Whether or not you are selected for the 2011 season, the MCAD will keep all submitted support materials for documentation and promotional purposes.

In addition, upon selection minor applicants or children's groups (under 18 years of age at time of contracting) must each submit a Minor Release Form. The form is included in this booklet, and may also be downloaded from our website at [www.elpasotexas.gov/mcad](http://www.elpasotexas.gov/mcad).

For additional information, please contact Erika Villegas, Production Coordinator, at 915-541-4280 or via email: [VillegasEX@elpasotexas.gov](mailto:VillegasEX@elpasotexas.gov).

City of El Paso Museums and Cultural Affairs Department  
**SUMMER CONCERT PROGRAMS PARTICIPANT INTEREST FORM**  
 2011 Season

Answer all questions. Use a clear, easy to read font of at least 12-points. **Attach all requested support materials. Hand-written forms will not be accepted. Incomplete applications will not be accepted.** Download form at [www.elpasotexas.gov/mcad](http://www.elpasotexas.gov/mcad).

Name of Band:		
Type of Music/Genre:		
# of Band Members:	Artist Fee:	
Manager/Primary Contact:	Telephone (include area code):	
Email:	Website:	
Mailing Address:		
City:	State:	Zip Code:
<p><b>DEADLINE FOR ALL APPLICATIONS IS OCTOBER 29, 2010 BY 6:00 P.M.</b>          Submit all of the following by the deadline <b>(incomplete applications will not be considered)</b>:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Participant Interest Form</li> <li><input type="checkbox"/> Summary of professional history and biographical information</li> <li><input type="checkbox"/> Photographs (color and/or digital 300 dpi preferred)</li> <li><input type="checkbox"/> Demo CD; submit the best 90-second representation of your work</li> <li><input type="checkbox"/> Schedule of upcoming performances</li> <li><input type="checkbox"/> Booking fees and related costs</li> <li><input type="checkbox"/> Samples of promotional materials, including news clippings, media coverage, professional reviews and/or critiques, letters of recommendation, etc.</li> </ul>		
Do you have sufficient material to play/perform for 90 minutes?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you participated in the Summer Concert Programs in the past? If yes, indicate which program and date.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are any of the band members/performers under 18 years of age?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If yes, is a Minor Release Form attached to this application?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>MCAD will keep all submitted materials for documentation and promotional purposes.</b>		
<b>FOR MCAD USE ONLY – PLEASE DO NOT WRITE BELOW THIS LINE</b>		
Check if received:	Qty/Each	Staff Review Completed by (print name):
<input type="checkbox"/> History/Bio		Date Stamp:
<input type="checkbox"/> Photographs		
<input type="checkbox"/> Demo CD		
<input type="checkbox"/> Promo material		
<input type="checkbox"/> Event schedule		
<input type="checkbox"/> Booking fees/costs		